

APPENDIX B

RECEIPT FOR KEYS  
(ENG Form 0-4931)

NAME (Last, First, MI)				BADGE NO.	
I acknowledge receipt of the keys listed below. I fully understand that I am responsible for safeguarding keys loaned to me for official business use; that I am not allowed to pass any key listed on this card to another person for temporary or permanent use; that I am <u>not</u> allowed to duplicate, or have duplicated, any key listed on this card; and that any loss or theft of any key listed on this card must be reported immediately upon discovery to DAEN-ASL-I and DAEN-PMZ, and followed up in writing within two working days.					
KEY NO.	ROOM NO.	DATE RECEIVED	INITIAL	DATE RETURNED	INITIAL BY DAEN-ASL I
SIGNATURE				DATE	

ENG FORM O-4931, Dec 85

RECEIPT FOR KEYS

(Proponent: DAEN-ASZ)